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Chief Executive Officer

County of Los Angeles
CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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September 17, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

33 September 17, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**DEPARTMENT OF PUBLIC WORKS:
HARBOR-UCLA MEDICAL CENTER CAMPUS MASTER PLAN
AWARD CONSULTANT SERVICES AGREEMENT
(SECOND DISTRICT)
(3 VOTES)**

SUBJECT

Approval of the recommended action will award and authorize execution of an agreement to prepare an environmental document for the Harbor-UCLA Medical Center campus master plan.

IT IS RECOMMENDED THAT THE BOARD:

Award and authorize the Director of Public Works, or her designee, to execute an agreement with PCR Services Corporation to provide environmental document services for the Harbor-UCLA Medical Center campus master plan for a \$482,925 not-to-exceed amount, which will be funded through the Project and Facility Development Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will authorize the retention of a consultant for the preparation of an environmental document for the proposed Harbor-UCLA Medical Center (H-UCLA) campus master plan.

In November 2010, the Board awarded a consultant services agreement to Perkins + Will to provide executive campus planner services for the development of the H-UCLA campus master plan and a phasing plan to implement the improvements. The campus master plan was completed in June 2012. In accordance with the California Environmental Quality Act (CEQA), an environmental

document is required to be completed prior to adoption of the proposed campus master plan by the Board. The environmental document will be prepared to identify the environmental impacts related to implementing the projects proposed in the campus master plan.

Upon completion of the environmental document process, we will return to the Board to seek adoption of the H-UCLA campus master plan and the environmental findings and report.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3), by improving the public healthcare infrastructure and providing high standards of healthcare to the residents of the County of Los Angeles.

FISCAL IMPACT/FINANCING

A not-to-exceed amount of \$482,925 is estimated for completion of an environmental document for the proposed H-UCLA campus master plan. This amount includes \$19,553 for consultant reimbursables and an additional \$43,902 is requested as a contingency fund for changes or additions to the scope of services that, in the aggregate, the Chief Executive Officer, or his designee, may approve by supplemental agreement within existing delegated authority. Changes to the scope of services may include, but are not limited to, additional community outreach meetings or additional analysis, comprehensive surveys, or reports. Sufficient funding is available in the Project and Facility Development Budget for this agreement.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction contract, in a form previously approved by County Counsel, will be used. The contract will contain terms and conditions supporting the Board's ordinances, policies, and programs, including, but not limited to, County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs; Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers; Board Policy 5.110; Reporting of Improper Solicitations; Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for contract termination or renegotiation.

ENVIRONMENTAL DOCUMENTATION

The recommended action is not a project pursuant to CEQA because it is an activity that is excluded from the definition of a project pursuant to Sections 15378(b) of the CEQA Guidelines. The proposed action is an administrative activity for government, which will not result in direct or indirect changes to the environment.

We will return to the Board with appropriate environmental documentation for consideration when the proposed master plan is recommended for consideration.

CONTRACTING PROCESS

On January 16, 2013, Public Works issued a Request for Proposals (RFP) for environmental document services for the H-UCLA campus master plan. The RFP was advertised on the County's "Doing Business with Us" and Public Works' "Business Opportunities" websites. Twenty-seven firms downloaded the RFP. On February 19, 2013, eight firms submitted proposals. The proposals were evaluated by a panel composed of members from Public Works and the Chief Executive Office based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The evaluations were done without regard to race, creed, color, or gender. Three firms were shortlisted and requested to interview. PCR Services Corporation was found to be the best qualified firm to perform these services.

PCR Services Corporation agreed to prepare the environmental document for a \$482,925 not-to-exceed amount. The fees have been reviewed and are considered reasonable for the scope of work.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on current County services or projects.

CONCLUSION

Please return one adopted copy of the Board letter to the Chief Executive Office, Facilities and Asset Management Division; Department of Health Services; and the Department of Public Works, Project Management Division I.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:DJT
SW:TH:rp

c: Executive Office, Board of Supervisors
County Counsel
Health Services
Public Works